

**MINUTES OF THE  
CHARITABLE GAMING BOARD  
MEETING  
CONFERENCE ROOMS D & E  
JAMES MONROE BUILDING  
RICHMOND, VIRGINIA  
March 2, 2004**

**Call to Order**

Ruth Modlin Ellett, Chair, called the meeting to order at 10:05 a.m. The following Members were present comprising a quorum.

Present: Carroll L. Bridgeforth, Emmitt H. Carlton, Ruth M. Ellett, Donald R. Fields, John C. Goolrick, Tony Landis, Thomas J. Lehner, Richard I. Miller, and Michael Sheffield.

**Approval of Minutes**

The Chair asked for a motion to approve the Minutes from the December 2, 2003. A motion was made, seconded and the Minutes were unanimously approved.

**Legislative Update**

The Chair asked Director Clyde Cristman to provide an update on legislation impacting charitable gaming and the Department. Director Cristman distributed a handout to each Member summarizing the activity for each piece of legislation and he highlighted key points.

**Analysis of Use of Proceeds as Reported by FY 2003 Annual Reports**

Director Cristman presented a summary of the findings regarding the staff analysis of use of proceeds as they were reported in the FY 2003 Annual Reports. He reported that there was a lot of similarity between the FY '03 data and what was presented at the last meeting for FY 2002. Each Member received a copy of the PowerPoint presentation.

**Administrative Process Act – Amending Current Regulations**

Melanie West, from the Department of Planning and Budget, presented an overview of the Act and the procedures necessary to begin the amendment process for the current gaming regulations. Each Member will receive a hard copy of her PowerPoint presentation.

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The Chair asked Director Cristman to discuss the proposed schedule for informal focus groups. The list of proposed focus groups and possible regional locations was distributed to the Members as the Director discussed how the list was compiled and asked each of the nine Members to volunteer for one of the nine focus groups. Director Cristman stated that the staff members would be available to assist with each focus group.

Chair Ellett asked for a motion to approve the schedule for the focus groups as proposed by the Director. A motion was made, seconded and unanimously approved. Each Member was asked to let the Director know which Group they were interested in moderating.

Following a short break, Director Cristman announced the leadership schedule for the focus groups to be:

Emmitt Carlton	Fire/Rescue in Northern Virginia
Carroll Bridgeforth	Fraternal Organizations in Winchester
Thomas Lehner	Veterans Organizations in Richmond
Don Fields	Community Organization on the Peninsula
Ruth Ellett	Games >\$1.0 Million in Tidewater
John Goolrick	Games < \$500K in Wytheville
Michael Sheffield	Games > \$500K < \$1.0 Million in Roanoke
Tony Landis	Gaming Suppliers in Richmond
Richard Miller	Commercial Halls (owners & renters) in Norfolk-VA Beach

Each Member was asked to contact the Director within two weeks with some proposed dates for their group. He also stated he would like all the focus groups to meet prior to the June Board Meeting. The staff will assist in making arrangements for each of the groups meetings

### **Overview of Current Regulations**

Before the Board begins the process of amending the current regulations, the Chair asked Director Cristman to point out some areas in the regulations that the Members might want to focus on as they move through the process. The Director reviewed various sections for consideration and the Members were able to highlight these on a copy of the current Charitable Gaming Rules and Regulations.

Michael Capen, the Inspection and Training Manager, discussed some of the areas that the Members might want to focus on as they consider updating the Supplier Regulations.

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### **Byler Awards Selection Process Discussion**

Each Member had been sent information about the Byler Award winners for 2000 through 2002 along with some background information as one way of beginning the discussion as to how the Board should approach these awards for the future. The Chair suggested that a special committee of three Board members be formed to work with the Director and his staff in developing criteria and the process for selecting recipients of this award and to have awards presented at the December 7, 2004 meeting. A motion was made, seconded and unanimously approved to go forward with forming the special three member committee to work with the Director to amend the Byler Award selection process. The Chair asked Members Emmitt Carlton, Thomas Lehner and Michael Sheffield to serve on this committee because they are not affiliated with any of the organization that could be eligible to obtain bingo/raffle permits. The members accepted the nomination to the committee. The Director will be getting in touch with each of the committee members about moving forth with this process and reporting back to the Board at their June 8 meeting.

### **Other Business**

The Chair recognized Board Member John Goolrick who recently authored a book about Fredericksburg entitled "A Life in the 'Burg." A copy of a recent newspaper article featuring the book was shared with the Members.

There was no other business brought before the Board by the Members.

There was no public comment.

### **Adjournment**

The next meeting of the Board is scheduled for June 8, 2004, at 10:00 in Conference Rooms D & E of the James Monroe Building. Because of the difficult parking situation, the Chair asked the staff to see if the remaining three meetings for 2004 could be held at the Science Museum of Virginia. The staff will check into the availability of the Science Museum and will notify the Board Members and post any change in location on the Commonwealth Calendar and agency website.

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There being no further business, a motion was made and seconded and the meeting was adjourned at 12:50 p.m.

Submitted by:

*Frances C. Jones*

*Clyde E. Cristman*

Frances C. Jones  
Recorder

Clyde E. Cristman  
Director

Minutes unanimously approved by Charitable Gaming Board at the June 15, 2004 meeting.

CEC/fcj  
3/11/04